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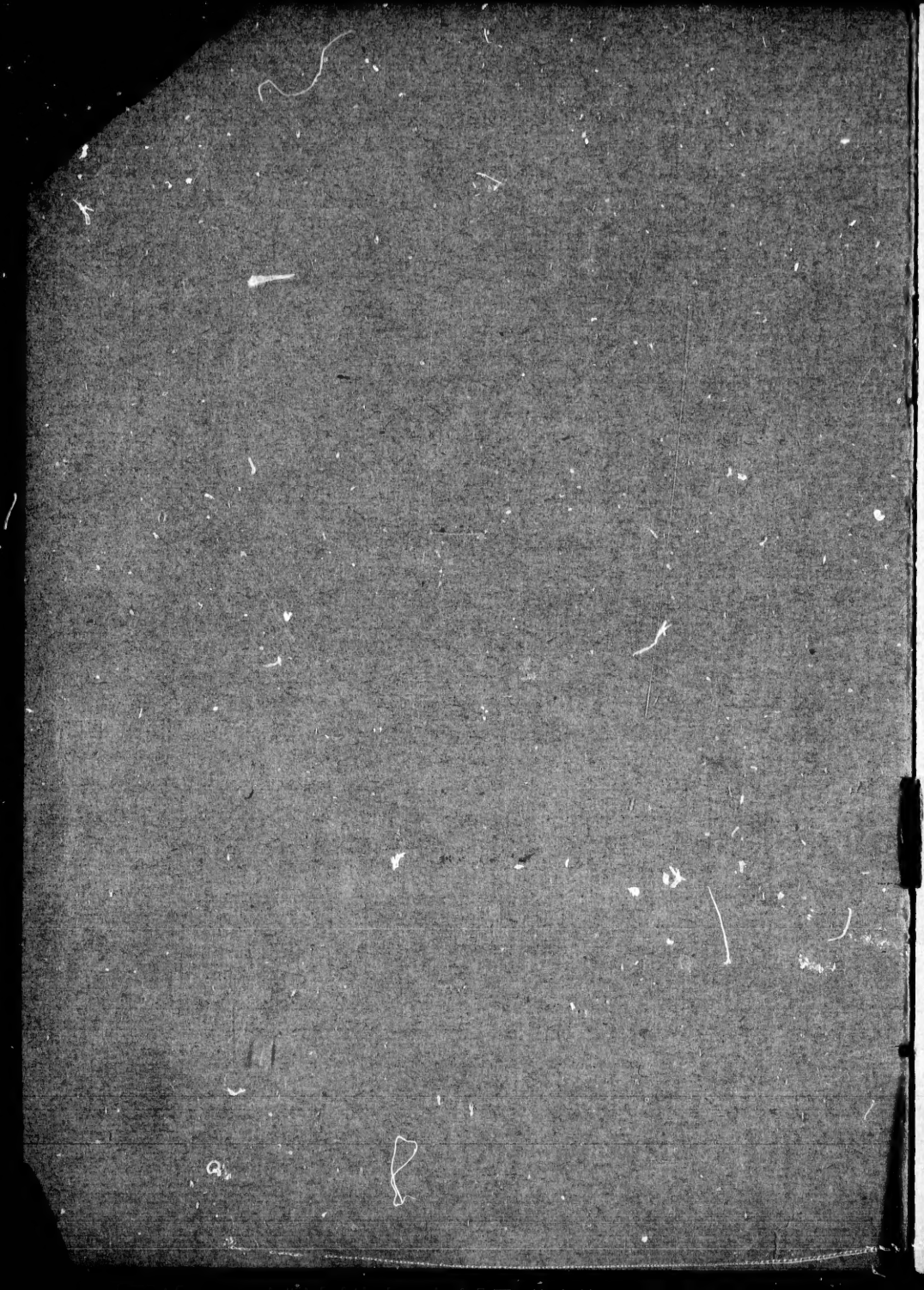
CONSTITUTION AND BY-LAWS

OF THE

McGill Medical Society.



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McGILL MEDICAL SOCIETY.

CONSTITUTION.

1. This Society shall be called "THE McGILL MEDICAL SOCIETY."

2. The objects of this Society shall be:

(1) To hold meetings when medical and allied topics may be fully discussed; papers and communications read and addresses and readings given.

(2) To support and manage a Reading Room for the use and benefit of members of the Society.

(3) To promote all such subjects as shall further conduce to the mental benefit and improvement of its members and to the advancement of Medical Science.

3. This Society shall consist of members, of whom there shall be three (3) classes :

(1) Ordinary members.

(2) Life members.

(3) Honorary members.

(i) THE ORDINARY MEMBERS shall consist of students in Medicine of McGill University and of graduates in Medicine of this or other recognized universities, who have been duly elected, as ordered by the by-laws of this Society, and have not withdrawn or been expelled from the Society.

(ii) THE LIFE MEMBERS shall consist of those who, during their entire undergraduate course in Medicine—and of such others as during a period of five (5) years in succession—have been duly qualified ordinary members of this Society.

(iii) THE HONORARY MEMBERS shall consist of those who, as a recognition of great services in the cause of Medicine, have been regularly elected as such.

4. The business and proceedings of this Society shall be conducted under by-laws, which may be made, annulled, added to, or amended from time

to time by the Society, as shall be therein provided.

5. This constitution shall not be annulled, added to, or amended, except at a regular meeting of the Society, by a two-thirds majority of the members present, and after notice of motion of such annulling, adding to or amending has been regularly given, and has been properly posted for the three preceding months.

BY-LAWS.

CHAPTER I.

1. These by-laws, regularly adopted as "The By-laws of the McGill Medical Society," shall order the business and proceedings of this Society.

2. ALTERATIONS. It shall not be lawful to annul, add to, or amend these by-laws, except at a regular meeting of the Society, by a two-thirds majority of the members present, and after notice of motion of such annulling, adding to or amending shall have been regularly given by the mover or seconder at a previous meeting, and shall have been properly posted by the Secretary on the notice boards and in the reading room of the Society for four (4) successive weeks.

CHAPTER II.

ELECTION OF MEMBERS.

1. Each student becomes an ordinary member of this Society upon the payment of his annual college fees.

2. Students attending College during the summer session who have not attended the previous winter may become members upon the payment of a fee of one dollar ($1.00.)

3. HONORARY MEMBERS. For the regular election of honorary members, a motion for each such election shall be made and seconded at a regular meeting; if carried by a majority, notice thereof shall be posted for two successive weeks, when the ballot shall be taken at a regular meeting, a unanimous ballot being necessary for election.

CHAPTER III.

OFFICERS.

1. The officers of this Society shall be: An Honorary President, who shall be elected from the Faculty; a President, Vice-President, a

Secretary, Assistant Secretary, a Treasurer, a Reporter, a Pathologist and three (3) Councilmen, two (2) of whom shall be elected from the Faculty.

2. ELECTION OF OFFICERS, The regular election of officers shall take place at the annual meeting of the Society unless then adjourned to a subsequent meeting.

3. DURATION OF OFFICE. In all cases each officer shall hold office until his successor is qualified to take that office.

4. ORDER OF ELECTION. Before proceeding to the election of officers the following by-law shall be read aloud by the Secretary:

Candidates for the office of President shall be nominated and seconded, the time for the reception of such nominations being limited to five (5) minutes. If there be but one nominee he shall be declared elected, but if more than one, a ballot shall be taken, when, if any candidate have a majority of the votes cast, he shall be declared elected. If, however, no candidate have such majority, a second ballot shall be taken, when the candidate having the highest number of votes on this ballot shall

be declared elected. If, however, there be a tie on this ballot, it shall be repeated until some one candidate have a greater number of votes than each other candidate.

The nomination and election of each other officer shall then be proceeded with in the same manner, excepting that but three (3) minutes shall be allowed for the reception of nominations for each office and in the order named in the by-law above.

In the case of the three additional Councilmen, however, they shall be balloted for together, and only one ballot shall be necessary, when the three candidates having the greatest number of votes shall be declared elected.

CHAPTER IV.

DUTIES OF OFFICERS.

1. PRESIDENT. The President shall be Chairman of all meetings of the Society, and shall be executive officer of the Council.

2. VICE-PRESIDENT. The Vice-President shall take the office of the President in his absence.

3. SECRETARY. The Secretary shall keep minutes, conduct correspondence, issue notices, and report meetings in the "McGill Fortnightly" and daily papers, and he shall, upon the expiration of his term of office, make a report to the Society of its progress and proceedings during the past year.

4. THE ASSISTANT SECRETARY shall be Secretary of the Reading Room Committee, and shall aid the Secretary in the performance of his duties.

5. TREASURER. The Treasurer shall receive and take charge of all monies of the Society, and shall pay out the same as ordered by the Council. He shall keep the accounts of the Society in proper form and make statements of the financial position of the Society when required by the Council. At the end of his term of office his accounts shall be audited by two members appointed at the annual meeting, when he shall make a full report of all receipts and payments during his term of office. He shall then transfer the balance in his hands to his successor.

6. THE REPORTER shall acquaint the Society

with any research work of special interest carried on in the hospitals and in the College laboratories.

7. PATHOLOGIST. The Pathologist shall take charge of all interesting abnormal and pathological specimens and exhibit them before the Society at the regul meetings of the Society.

8. COUNCIL. The Council shall be made up of all the above named officers with the Councilmen.

It shall be the executive body of the Society, with full power to carry out and enforce all by-laws, regulations and enactments of the Society.

It shall have the power to transact all the ordinary business of the Society and to arrange programmes for future meetings.

It shall have the full and entire management of the Reading Rooms, as referred to in Section 8 of this chapter.

It shall also have the entire management of the annual prize competition of this Society.

It shall have power of accepting or refusing recommendations for the purchase of new books,

to be added to the Library of the Medical Faculty.

8. READING ROOM COMMITTEE. At the annual meeting a committee called the "Reading Room Committee," and consisting of four (4) men, shall be formed by each collegiate year electing one (1) of its members to represent it on the committee. The Chairman shall be elected from the Third year, and the Secretary from the Second year.

The Secretary, at the expiration of his term of office, shall make a report to the Society of the proceedings of the Committee during the year.

The duties of this Committee shall be: To select papers and periodicals for the Reading Room, and to make and enforce such regulations (subject to the approval of the Council) as shall best protect the property of the Society and conduce to its usefulness and convenience to the members of the Society.

9. COMMITTEES. When extraordinary or special occasions so demand, committees shall be appointed by the Society, whose duties shall be as then prescribed.

10. The President and Secretary shall be ex-officio members of all permanent committees.

CHAPTER V.

MEETINGS.

The meetings of this Society shall be regular, annual and special.

1. SPECIAL MEETINGS. A special meeting of the Society may be called at any time by any ten (10) members of the Society.

2. ANNUAL MEETING. The annual meeting of the Society shall be the first meeting of the spring term, when the officers for the ensuing year shall be elected, which officers shall assume their respective duties at the conclusion of the spring term.

The Programme Committee-elect shall proceed at once with the formation of the programme for the ensuing year.

3. REGULAR MEETINGS. The regular meetings of the Society shall be held every second Friday during the session.

The first regular meeting shall be called for

the earliest convenient day of each session by the President and Secretary, or, in their absence, by any three members of the Council, who shall have notices over their signatures posted in the usual places.

Notices of all such meetings shall be posted at least three (3) days before the day fixed for such meeting, with as far as possible, the programme of the proceedings.

4. COUNCIL MEETINGS. The Council shall meet from time to time as the business of the Society shall demand.

Meetings may be called by the President through the Secretary or by any three Councillors.

At each such meeting five (5) Councillors shall constitute a quorum, and, in so far as possible, the rules of order below for the regular meetings shall be followed.

CHAPTER VI.

RULES OF ORDER.

The following shall be the rules of order for the annual, regular and special meetings of this Society.

1. QUORUM. Twelve members shall constitute a quorum.

2. CHAIRMAN. The President, or in his absence, the Vice-President, or in the absence of both, a Chairman elected by the open vote of the meeting, shall preside.

3. OPENING OF THE MEETING. The meeting shall be opened by the Chairman calling the members to order, when, in as far as possible, the following shall be the order of business :—

4. ORDER OF BUSINESS. (1) Reading, correcting and confirming of the minutes of the last regular, and any intervening special meetings.

(2) Nominations and elections.

(3) Extraordinary business.

(4) Programme.

5. MINUTES. Minutes of all meetings shall be entered and properly kept by the Secretary, and when confirmed, shall be signed by him and by the Chairman.

When any motion, amendment, notice of motion or protest be made, it shall be written out fully by the mover and handed to the Secretary to be entered in the minutes, otherwise it shall not be in order.

The Secretary shall also, upon the request of any five (5) members enter the yeas and nays upon any question fully in the minutes.

6. ELECTIONS. All elections shall be by ballot, and shall be superintended and the ballots counted by scrutineers appointed by the Chairman.

7. VOTING. All other questions shall be decided by open vote.

8. WHO MAY VOTE. All duly qualified members shall be entitled to vote.

9. ON SPEAKING. No one except he be a member or a properly introduced visitor shall take part in the discussions, and no speaker shall occupy the floor for more than five (5) minutes at a time, or shall speak twice upon the same subject, except in a matter of explanation or by permission of the Chairman.

For the reading of papers and other matters, twenty (20) minutes shall be allowed. The Chairman shall have power, by special permission, to extend this time.

Each speaker shall address the Chair, avoid personalities, and confine his remarks to the subject being discussed.

10. MOTIONS. No motion shall be discussed until it has been seconded.

It shall not be in order to make more than two amendments to any motion.

11. ADJOURNMENT. A motion for adjournment shall always be in order except when a speaker is in possession of the floor, when the meeting is voting or about to vote, or when it immediately succeeds a motion for adjournment.

When, before the meeting, it shall be voted upon without discussion, and, if carried, the Chairman shall declare the meeting adjourned.

When there is no further business before the meeting the Chairman may declare it adjourned without motion being made or vote taken.

12. PROTESTS. Any member wishing to protest against any of the proceedings of the Society shall write his protest in full and sign it, when having read it before the meeting he shall hand it to the Secretary to be entered in the minutes.

13. VISITORS. At any regular or special meeting any member may introduce one visitor, who may take part in all discussions, etc., of that meeting, but may not vote as a member.

CHAPTER VII.

NONDENOMINATIONALITY.

1. All differences of politics and religion shall be strictly excluded from the proceedings of this Society.

RULES GOVERNING THE PRIZE COMPETITION.

The Medical Society shall offer annually a Senior and Junior Prize for competition, subject to the following regulations:—

1. The competition shall be open to all the undergraduates in Medicine of this University.

2. The Senior Prize shall be awarded for the best paper in any subject pertaining to the final course and shall be open for competition for any undergraduate.

3. The Junior Prize shall be awarded for the best paper on any subject pertaining to the primary course and shall be open for competition to members of the first three years.

4. No man shall compete twice for the same prize.

5. At least six (6) papers shall be entered for competition for either prize, no paper to exceed in length three thousand words.

6. If in the opinion of the Examining Committee, the best paper be not of sufficient merit, the prize shall not be awarded.

7. Each prize shall be of the value of forty (40) dollars.

8. The prize papers, unless previously read, must be read before the Society after the decision of the Committee.

9. The adjudgment of prizes shall be made by a committee appointed by the Faculty from the professional body.

10. Names of competitors and titles of papers shall be sent to the Chairman of the Programme Committee before September 1st, and all papers shall be subject to the call of the Programme Committee on October 1st. All papers shall be handed in for examination on or before January 10th.

11. All papers sent in for competition shall be typewritten.

RULES OF THE READING ROOM.

1. The Reading Room shall be open to all members of the Medical Society from 8.30 a.m. to 6 p.m. (Sundays excepted) and at such other times as permission shall be given by the Committee.

2. No periodical or paper shall be removed from the Reading Room except by the permission of the Committee.

No periodical or paper shall be removed from the file. Papers must be returned to their racks.

3. Any individual mutilating the periodicals or papers or defacing the furniture of the room shall forfeit the privileges of the Reading Room until such damage is made good and may be subjected to the censure of the Medical Society, and, if necessary, may be reported to the Medical Faculty.

4. Applications for periodicals or papers to be placed in the Reading Room shall be signed by at least six (6) members of the Society and forwarded to the Reading Room Committee.

5. No meeting shall be held in the Reading Room except by permission of the Reading Room Committee.

6. All loud talking, unnecessary noise or disturbance of any kind is strictly prohibited.

NOTE.—Readers are requested to notify the Committee of any violation of the above rules.